

ZB# 05-65

Harry Toromanides

18-3-19

ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR
555 UNION AVENUE
NEW WINDSOR, N.Y. 12553
Granted 11-14-05

05-65

HARRY TOROPANTIDES (AREA) 18-3
10 HICKORY AVE.

NEW WINDSOR ZONING BOARD OF APPEALS

SBL: 18-3-19

In the Matter of the Application of

MEMORANDUM OF
DECISION GRANTING

HARRY TOROMANIDES

AREA

CASE #05-65

WHEREAS, Harry Toromanides, owner(s) of 10 Hickory Avenue, New Windsor, New York, 12553, has made application before the Zoning Board of Appeals for a/an Request for 12 ft. 6 inch variance for proposed second floor addition that will project closer to the road than original house in an R-4 Zone (18-3-19)

WHEREAS, a public hearing was held on November 14, 2005 before the Zoning Board of Appeals at the Town Hall, New Windsor, New York; and

WHEREAS, the Applicant appeared on behalf of this Application; and

WHEREAS, there were no spectators appearing at the public hearing; and

WHEREAS, no one spoke in favor of or in opposition to the Application; and

WHEREAS, a decision was made by the Zoning Board of Appeals on the date of the public hearing granting the application; and

WHEREAS, the Zoning Board of Appeals of the Town of New Windsor sets forth the following findings in this matter here memorialized in furtherance of its previously made decision in this matter:

1. The notice of public hearing was duly sent to residents and businesses as prescribed by law and published in The Official Town Newspaper, also as required by law.
2. The Evidence presented by the Applicant showed that:
 - (a) The property is a residential property located in a neighborhood of residential properties in an R-4 zone.
 - (b) The applicant proposes to place a second floor addition on the existing home, which will cause it to be two feet closer to the road .
 - (c) After construction, if permitted, the road structure will be no closer to the road than the other homes on the same side of the public roadway as this house. After

construction, if permitted, the house will be similar in size and appearance to other houses in the neighborhood.

- (d) In constructing the addition, the applicant will not remove any trees or substantial vegetation.
- (e) In building the addition, the applicant will not build on top of nor will it interfere with any easements or rights-of-way including, but not limited to, water, sewer and electrical easements
- (f) In building the addition, the applicant will not create the ponding or collection of water or divert the flow of water drainage.

WHEREAS, The Zoning Board of Appeals of the Town of New Windsor makes the following conclusions of law here memorialized in furtherance of its previously made decision in this matter:

1. The requested variance(s) will not produce an undesirable change in the character of the neighborhood or create a detriment to nearby properties.
2. There is no other feasible method available to the Applicant that can produce the benefits sought.
3. The variance(s) requested is/are substantial in relation to the Town regulations but, nevertheless, are warranted.
4. The requested variance(s) will not have an adverse effect or impact on the physical or environmental conditions in the neighborhood or zoning district.
5. The difficulty the Applicant faces in conforming to the bulk regulations is/are self-created but, nevertheless, should be allowed.
6. The benefit to the Applicant, if the requested variance(s) is/are granted, outweighs the detriment to the health, safety and welfare of the neighborhood or community.
7. The requested variance(s) are/is appropriate and are/is the minimum variance(s) necessary and adequate to allow the Applicant relief from the requirements of the Zoning Local Law and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community.
8. The interests of justice will be served by allowing the granting of the requested area variance(s).

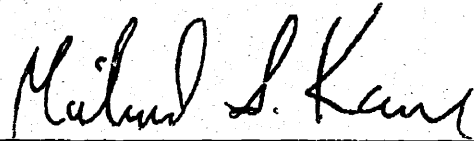
NOW, THEREFORE, BE IT

RESOLVED, that the Zoning Board of Appeals of the Town of New Windsor GRANT a request for a Request for 12 ft. 6 inch variance for proposed second floor addition that will project closer to the road than original house at 10 Hickory Avenue in an R-4 Zone (18-3-19) as sought by the Applicant in accordance with plans filed with the Building Inspector and presented at the public hearing.

BE IT FURTHER

RESOLVED, that the Secretary of the Zoning Board of Appeals of the Town of New Windsor transmit a copy of this decision to the Town Clerk, Town Planning Board and/or Building Inspector and Applicant.

Dated: November 14, 2006

A handwritten signature in black ink, reading "Michael S. Kane", is written over a horizontal line.

Chairman

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
OFFICE
845-563-4615**

MEMORANDUM

TO: LARRY REIS, COMPTROLLER
FROM: MYRA MASON, SECRETARY TO THE ZONING BOARD
DATE: JANUARY 11, 2006
SUBJECT: ESCROW REFUND

**PLEASE ISSUE A CHECK IN THE AMOUNT OF \$ 154.28 TO CLOSE OUT
ESCROW FOR:**

ZBA FILE #05-65

NAME & ADDRESS:

**Harry Toromanides
322 Burroughs Lane
New Windsor, NY 12553**

THANK YOU,

MYRA

L.R.01-12-2006



**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
RECORD OF CHARGES & PAYMENTS**



FILE #05-65 TYPE: AREA TELEPHONE: 926-7777

APPLICANT:

Harry Toromanides
322 Burroughs Lane
New Windsor, NY 12553

RESIDENTIAL:	\$ 50.00	CHECK # <u>141</u>
COMMERCIAL	\$ 150.00	CHECK # _____
INTERPRETATION	\$ 150.00	CHECK # _____

ESCROW: RESIDENTIAL \$300.00 CHECK # 140



<u>DISBURSEMENTS:</u>		<u>MINUTES</u>	<u>ATTORNEY</u>
		<u>\$5.50 / PAGE</u>	<u>FEE</u>

PRELIMINARY:	<u>3</u>	PAGES	\$ <u>16.50</u>	\$ <u>35.00</u>
2 ND PRELIMINARY:	—	PAGES	\$ _____	\$ _____
PUBLIC HEARING:	<u>2</u>	PAGES	\$ <u>11.00</u>	\$ <u>35.00</u>
PUBLIC HEARING:	—	PAGES	\$ _____	\$ _____

LEGAL AD: Publish Date: 10-29-05 \$ 48.22

TOTAL: \$ 75.72 \$ 70.00



ESCROW POSTED: \$ 300.00
LESS: DISBURSEMENTS: \$ 145.72

AMOUNT DUE: \$ _____

REFUND DUE: \$ 154.28

Cc:

L.R. 01-12-2006

HARRY_TOROMANIDES_(05-65)

Mr. Harry Toromanides appeared before the board for this proposal.

MR. KANE: Request for 12 ft. 6 in. variance for proposed second floor addition that will project closer to the road than original house at 10 Hickory Avenue. Tell us what you want to do again.

MR. TOROMANIDES: Proposing a second floor addition with two feet closer to the road on the front of the house.

MR. KANE: And when if you were granted the proposed addition will the home extend closer to the road than any of the homes that are on your side of the street?

MR. TOROMANIDES: No.

MR. KANE: With the additional it keeps the home similar in size and nature to other homes that are in your neighborhood?

MR. TOROMANIDES: Yes.

MR. KANE: Creating any water hazards or runoffs?

MR. TOROMANIDES: No, sir.

MR. KANE: Cutting down trees or substantial vegetation?

MR. TOROMANIDES: No.

MR. KANE: Any easements running through the area?

MR. TOROMANIDES: No.

MR. KANE: At this point, I will open the public

November 14, 2005

54

portion and seeing as there's nobody here we'll close it and ask Myra how many mailings we had.

MS. MASON: On the 27th of October, I mailed out 80 envelopes and no responses.

MR. KANE: I have no further questions. Anybody else have any further questions? I'll accept a motion.

MS. LOCEY: I will over a motion to grant on the application of Harry Toromanides grant his request for 12 foot six inch front yard variance for proposed second floor addition that will project closer to the road than the original house at 10 Hickory Avenue in an R-4 zone.

MR. BROWN: Second the motion.

ROLL CALL

MS. LOCEY	AYE
MR. BROWN	AYE
MR. REIS	AYE
MR. KANE	AYE

**OFFICE OF THE BUILDING INSPECTOR
TOWN OF NEW WINDSOR
ORANGE COUNTY, NEW YORK**

NOTICE OF DISAPPROVAL OF BUILDING PERMIT APPLICATION

DATE: August 23, 2005

**APPLICANT: Harry Toromanides
10 Hickory Avenue
New Windsor, NY 12553**

PLEASE TAKE NOTICE THAT YOUR APPLICATION DATE: 8/18/05

FOR : Proposed second floor addition.

LOCATED AT: 10 Hickory Avenue

ZONE: R-4 Sec/Blk/ Lot: 18-3-19

COPY

DESCRIPTION OF EXISTING SITE: One family house

IS DISAPPROVED ON THE FOLLOWING GROUNDS:

- 1. Proposed second floor addition will project closer to the road than the original house and will not meet minimum front yard set-back of 45 ft.**


BUILDING INSPECTOR

PERMITTED

PROPOSED OR
AVAILABLE:

VARIANCE
REQUEST:

ZONE: R-4 USE: Bulk Tables E-6

MIN LOT AREA:

MIN LOT WIDTH:

REQ'D FRONT YD:

45'

32'-6"

12'-6"

REQ'D SIDE YD:

REQ'D TOTAL SIDE TD:

REQ'D REAR YD:

REQ'D FRONTAGE:

MAX BLDG HT:

FLOOR AREA RATIO:

MIN LIVABLE AREA:

DEV COVERAGE:

cc: Z.B.A., APPLICANT, FILE, W/ ATTACHED MAP

Address _____ Phone _____

State whether applicant is owner, lessee, agent, architect, engineer or builder OWNER

If applicant is a corporation, signature of duly authorized officer _____
(Name and title of corporate officer)

1. On what street is property located? On the N side of H. Cherry Ave
(N, S, E or W)
and _____ feet from the intersection of _____
2. Zone or use district in which premises are situated _____ Is property a flood zone? Y _____ N _____
3. Tax Map Description: Section 18 Block 3 Lot 17
4. State existing use and occupancy of premises and intended use and occupancy of proposed construction.
a. Existing use and occupancy Residential b. Intended use and occupancy Residential
5. Nature of work (check if applicable) ☐ New Bldg. ☒ Addition ☐ Alteration ☐ Repair ☐ Removal ☐ Demolition ☐ Other
6. Is this a corner lot? NO
7. Dimensions of entire new construction. Front _____ Rear _____ Depth _____ Height 8 No. of stories 1
8. If dwelling, number of dwelling units: _____ Number of dwelling units on each floor 1
Number of bedrooms 3 Baths 2 Toilets 2 Heating Plant: Gas X Oil _____
Electric/Hot Air _____ Hot Water _____ If Garage, number of cars 2
9. If business, commercial or mixed occupancy, specify nature and extent of each type of use _____
10. Estimated cost _____ Fee _____

PAID

cash
\$50

ZONING BOARD

____/____/____
date

APPLICATION FOR BUILDING PERMIT
TOWN OF NEW WINDSOR, ORANGE COUNTY, NEW YORK
Pursuant to New York State Building Code and Town Ordinances

Building Inspector: Michael L. Babcock

Asst. Inspectors: Frank Liel & Louis Kryshear

New Windsor Town Hall

555 Union Avenue

New Windsor, New York 12553

(845) 563-4818

(845) 563-4895 FAX

Bldg Insp Examined _____

Fire Insp Examined _____

Approved _____

Disapproved _____

Permit No. _____

INSTRUCTIONS

- A. This application must be completely filled in by typewriter or in ink and submitted to the Building Inspector.
- B. Plot plan showing location of lot and buildings on premises, relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of property must be drawn on the diagram, which is part of this application.
- C. This application must be accompanied by two complete sets of plans showing proposed construction and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical and plumbing installations.
- D. The work covered by this application may not be commenced before the issuance of a Building Permit.
- E. Upon approval of this application, the Building Inspector will issue a Building Permit to the applicant together with approved set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises, available for inspection throughout the progress of the work.
- F. No building shall be occupied or used in whole or in part for any purpose whatever until a Certificate of Occupancy shall have been granted by the Building Inspector.

APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the New York Building Construction Code Ordinances of the Town of New Windsor for the construction of buildings, additions, or alterations, or for removal or demolition or use of property as herein described. The applicant agrees to comply with all applicable laws, ordinances, regulations and certifies that he is the owner or agent of all that certain lot, piece or parcel of land and/or building described in this application and if not the owner, that he has been duly and properly authorized to make this application and to assume responsibility for the owner in connection with this application.


(Signature of Applicant)

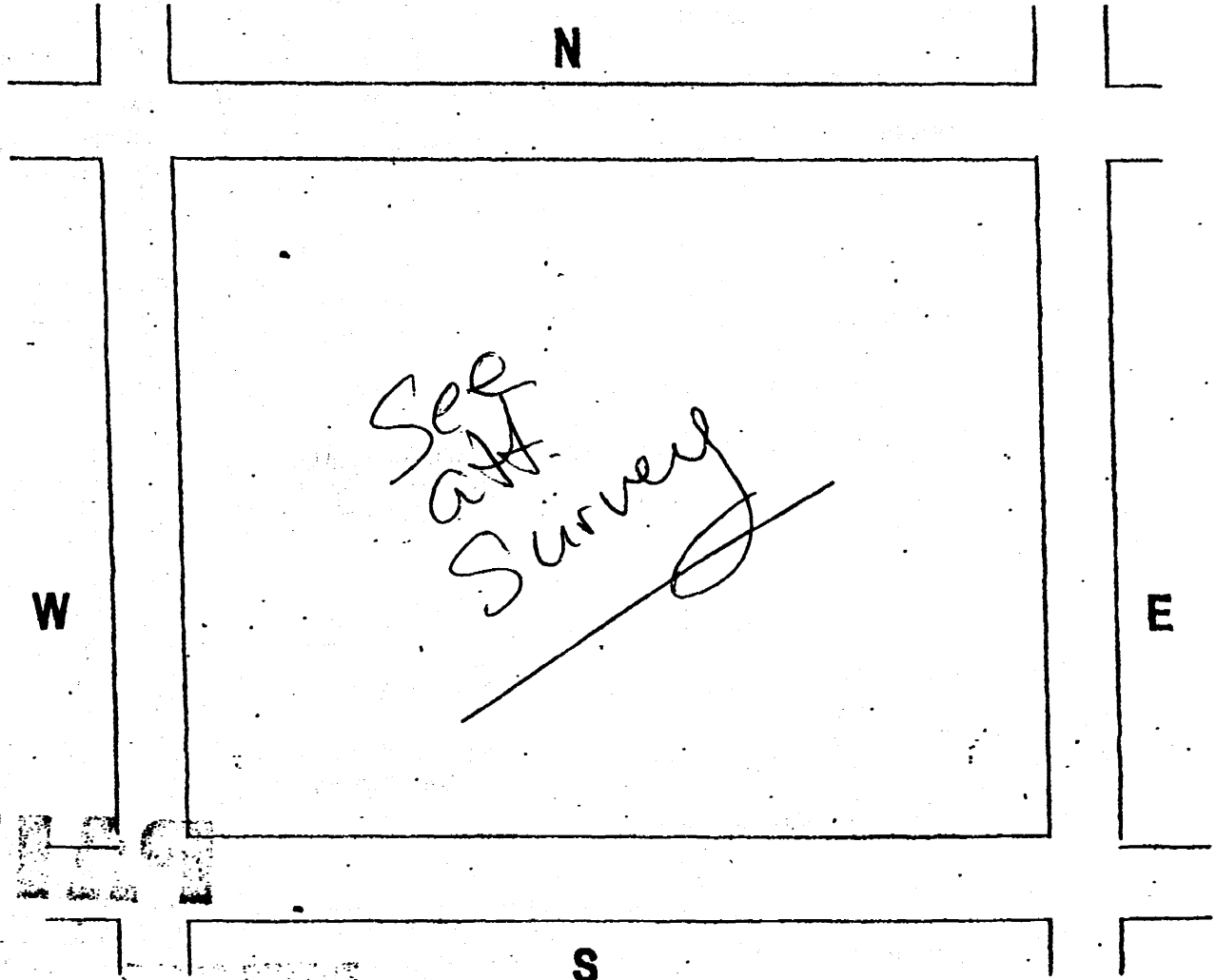
(Address of Applicant)


(Owner's Signature)

PLOT PLAN

NOTE:

Locate all buildings and indicate all set back dimensions. Applicant must indicate the building line or lines clearly and distinctly on the drawings.



NOTES:

SUBJECT to any easements, rights-of-ways, and/or agreements that the utility companies may have.
SUBJECT to such facts disclosed by an accurate, up-to-date title search.
OFFSETS shown hereon are not to be used for construction purposes and/or fence installation.

REFERENCES:

TAX MAP DATA:
Section: 18
Block: 3
Lot: 19

Deed Liber: 2053, Page: 854

Being Lots 109 and 110 on a map entitled "Woodlawn Park" filed in the Orange County Clerk's office on 28 October 1941 as map no. 1254.

Reputed Owner: FARBENT
(deed liber: 2256, page: 659)
100.00'

Lot 92
Reputed Owner: BELL
(1.4657, p.233)

AREA= 14,989 S.F.
= 0.344± acres

Certifications indicated hereon signify that the survey was prepared in accordance with the existing Code of Practice for Land Surveys adopted by the New York State Association of Professional Land Surveyors. Said certifications shall run only to the person(s) for whom the survey is prepared, and on his/her behalf to the title company, governmental agency and lending institution listed hereon, and to the assignees of the lending institution. Certifications are not transferable to additional institutions or their subsequent owners.

I hereby certify to:
-Harry Toromanides;
-J.T. Abstract;

that this mapping is based on a field survey performed on the date indicated hereon, deeds and/or maps obtained from the County Clerk's office, and is correct and accurate to the best of my knowledge.

Howard W. Weeden

HICKORY AVENUE

Reputed Owner: DEMARCO
(deed liber: 4277, page: 186)
149.89'

N37°24'00"E

chain link fence
fence 0.5' clear

chain link fence
wire fence

1 story frame dwelling

block garage

enc. porch

paved driveway

3.7'

adj. dwelling

3.7'

iron pipe found

49.82'

iron pipe found

49.82'

Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of Section 7208, sub-division 2 of the New York State Education Law.

(c) copyright by Howard W. Weeden, PLS, PC, Walden, New York

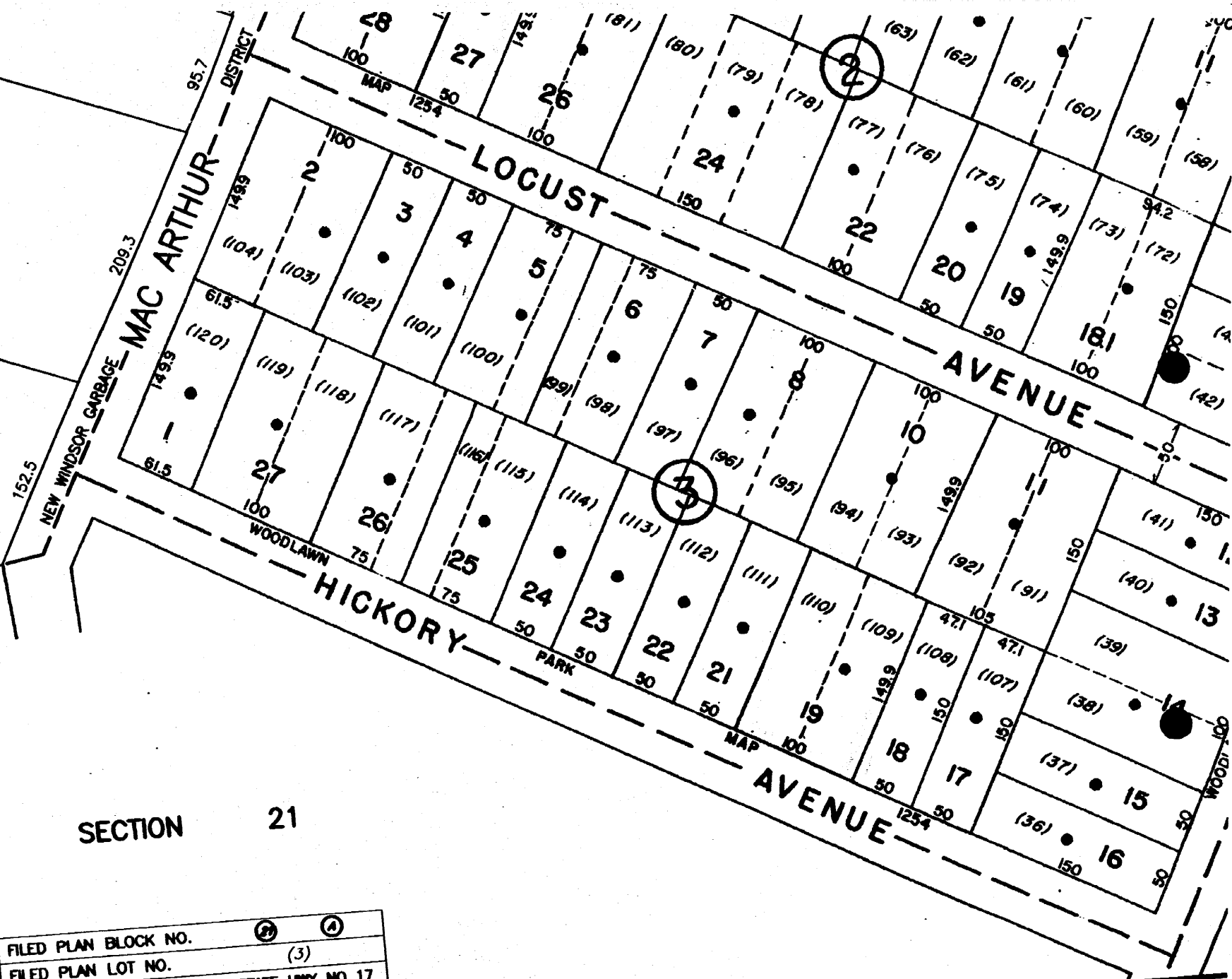
Survey of Property for
TOROMANIDES
located in the
Town of New Windsor
Orange County - New York

Scale: 1" = 20' date: 3 May 2005 file no.: 05-78



WEEDEN SURVEYING
HOWARD W. WEEDEN, PLS, PC
LICENSED LAND SURVEYOR
62 Main Street Walden, N.Y. 12586
tel.: (845) 778-7643

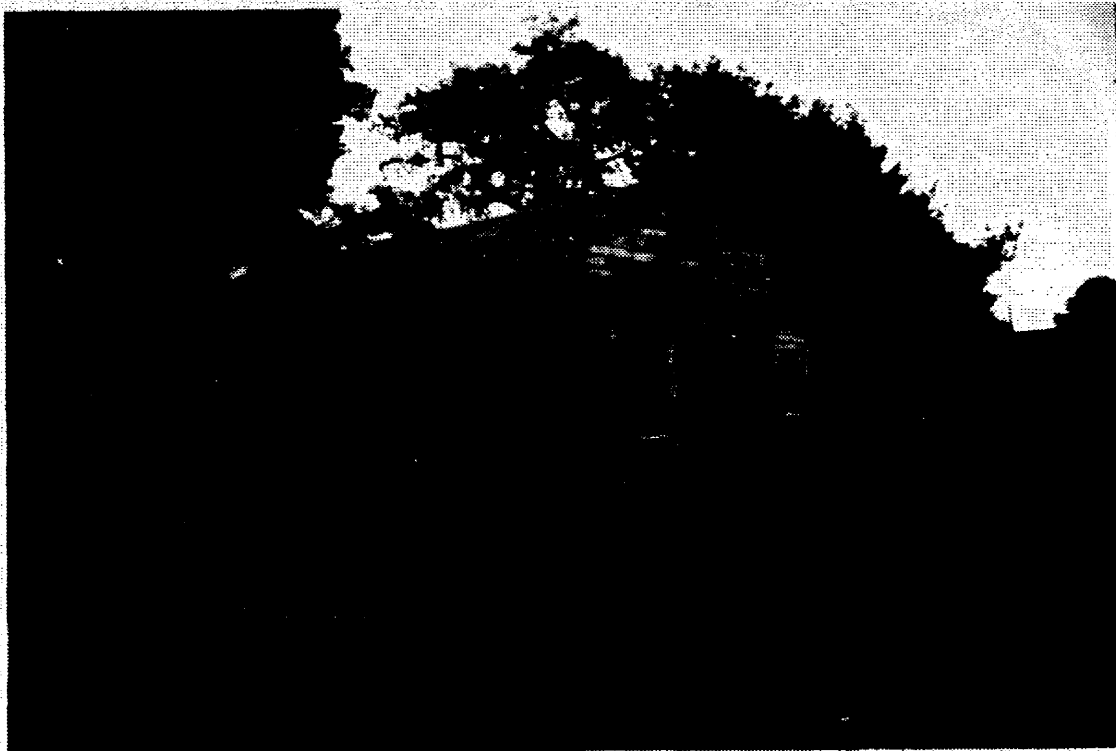
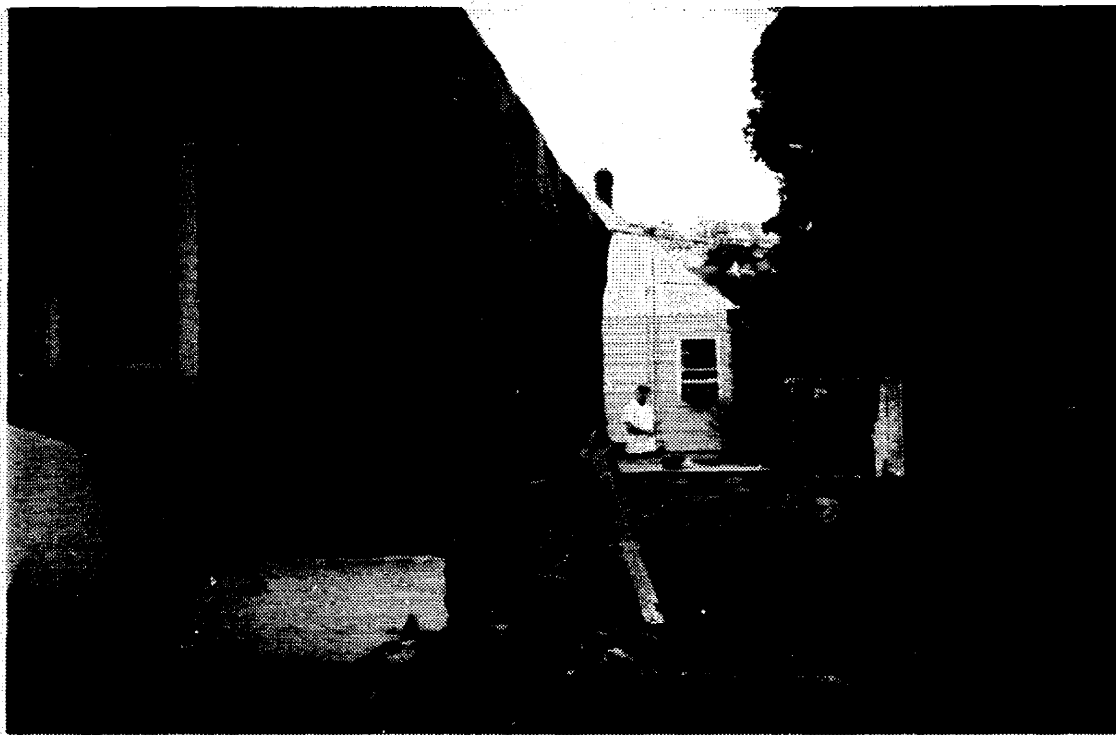
8
54(C)

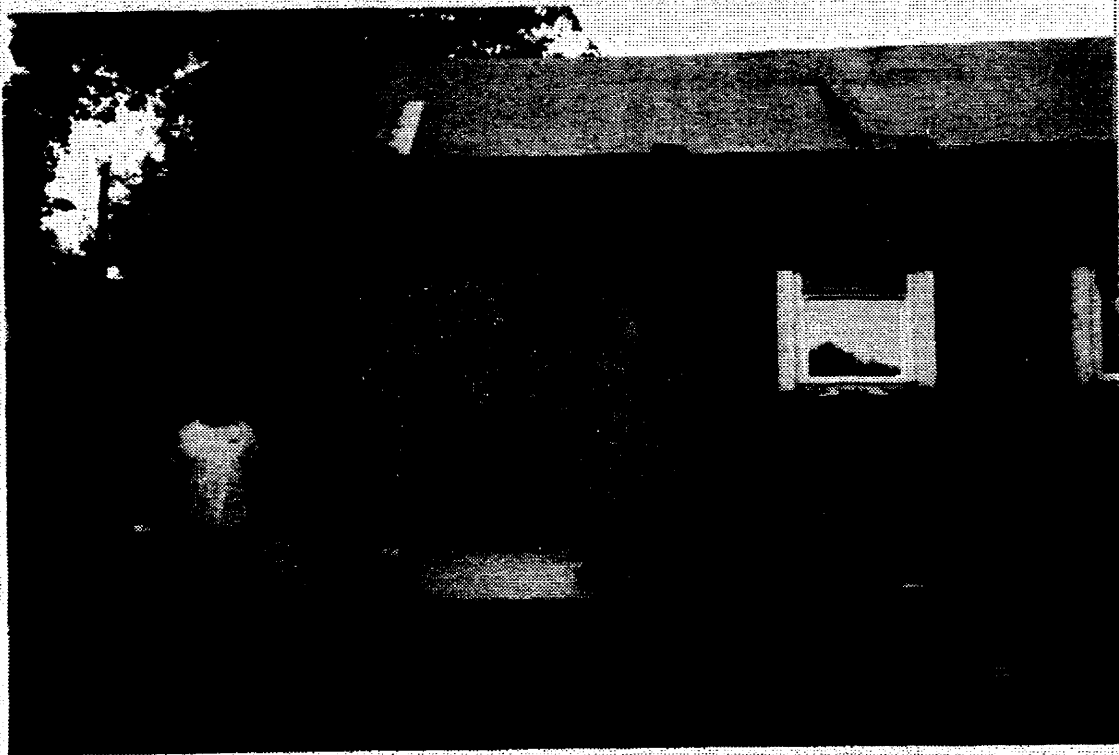
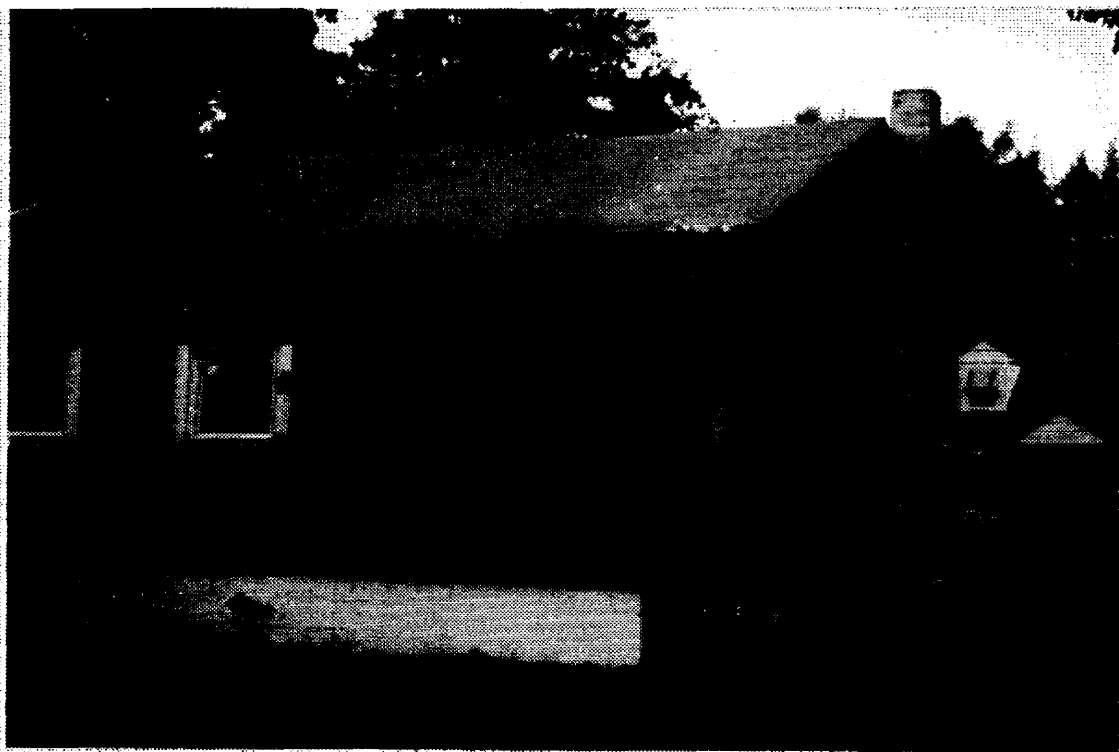


FILED PLAN BLOCK NO.	(2)	(4)
FILED PLAN LOT NO.	(3)	
STATE HIGHWAYS	N Y STATE HWY NO 17	
COUNTY HIGHWAYS	COUNTY ROAD NO 4	
TOWN ROADS	TOWN ROAD 1	

ORANGE COU









RESULTS OF Z.B. MEETING OF: November 14, 2005

PROJECT: Harry Teromanides

ZBA # 05-65

P.B.# _____

USE VARIANCE: _____ NEED: EAF _____ PROXY _____



LEAD AGENCY: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LOCEY _____
BROWN _____
MCDONALD _____
REIS _____
KANE _____
CARRIED: Y _____ N _____

PUBLIC HEARING: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LOCEY _____
BROWN _____
MCDONALD _____
REIS _____
KANE _____
CARRIED: Y _____ N _____

NEGATIVE DEC: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LOCEY _____
BROWN _____
MCDONALD _____
REIS _____
KANE _____
CARRIED: Y _____ N _____

APPROVED: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LOCEY _____
BROWN _____
MCDONALD _____
REIS _____
KANE _____
CARRIED: Y _____ N _____

ALL VARIANCES - PRELIMINARY APPEARANCE:

SCHEDULE PUBLIC HEARING: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LOCEY _____
BROWN _____
MCDONALD _____
REIS _____
KANE _____

CARRIED: Y _____ N _____

PUBLIC HEARING: _____ STATEMENT OF MAILING READ INTO MINUTES ☒
VARIANCE APPROVED: M) L S) B VOTE: A 4 N 0.

~~GANN~~ _____
LOCEY A _____
BROWN A _____
~~MCDONALD~~ _____
REIS A _____
KANE A _____

CARRIED: Y ☒ N _____

No Public Comment

AFFIDAVIT OF MAILING

**ZONING BOARD OF APPEALS: TOWN OF NEW WINDSOR
COUNTY OF ORANGE: STATE OF NEW YORK**

-----X

In the Matter of the Application for Variance of

HARRY TOROMANIDES

**AFFIDAVIT OF
SERVICE
BY MAIL**

#05-65

X

STATE OF NEW YORK)

) SS:

COUNTY OF ORANGE)

MYRA L. MASON, being duly sworn, deposes and says:

That I am not a party to the action, am over 18 years of age and reside at 67 Bethlehem Road, New Windsor, NY 12553.

That on the 27TH day of **OCTOBER, 2005**, I compared the 80 addressed envelopes containing the Public Hearing Notice pertinent to this case with the certified list provided by the Assessor's Office regarding the above application for a variance and I find that the addresses are identical to the list received. I then placed the envelopes in a U.S. Depository within the Town of New Windsor.

Sworn to before me this

Myra L. Mason
Myra L. Mason, Secretary

28th day of October, 2005

J. P. Gallagher
Notary Public

JENNIFER MEAD
Notary Public, State Of New York
No. 01ME6050024
Qualified In Orange County
Commission Expires 10/30/ 2006

PUBLIC HEARING NOTICE
ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR

PLEASE TAKE NOTICE that the Zoning Board of Appeals of the TOWN OF NEW WINDSOR, New York, will hold a Public Hearing on the following Proposition:

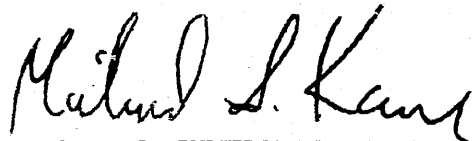
Appeal No. 05-65

Request of HARRY TOROMANIDES

for a VARIANCE of the Zoning Local Law to Permit:

Request for 12 ft. 6 inch variance for proposed second floor addition that will project closer to the road than original house at 10 Hickory Avenue in an R-4 Zone (18-3-19)

**PUBLIC HEARING will take place on NOVEMBER 14TH, 2005
at the New Windsor Town Hall, 555 Union Avenue, New Windsor, New York
beginning at 7:30 P.M.**



Michael Kane, Chairman

Town of New Windsor
ZONING BOARD OF APPEALS
PUBLIC HEARING NOTICE

PLEASE TAKE NOTICE that the Zoning Board of Appeals of the TOWN OF NEW WINDSOR, New York, will hold a Public Hearing on the following Proposition:

Appeal No. 05-65
Request of HARRY TOROMANIDES

for a VARIANCE of the Zoning Local Law to Permit:

Request for 12 ft. 6 inch variance for proposed second floor addition that will project closer to the road than original house at 10 Hickory Avenue in an R-4 Zone (18-3-19)

PUBLIC HEARING will take place on November 14, 2005 at the New Windsor Town Hall, 555 Union Avenue, New Windsor, New York beginning at 7:30 P.M.

MICHAEL KANE
CHAIRMAN

Ad Number: 1811463 Advertiser: NEW WINDSOR, TOWN

Phone: 8455634615 Sys No: 1194114 Caller: MYRA

INVOICING CUSTOMER:

Phone: 8455634615 Sys No: 1194114 AcctNo: P.O. No:

Name: NEW WINDSOR, TOWN Subscriber:

Address: ZONING AND PLANNING

555 UNION AVENUE

NEW WINDSOR NY 12553

ORDER:

Printed By: THRFODRIL Date: 10/27/2005 Assigned Sales: AdType: LINER Order Type: NORMAL

Manual Delay: Box No: Call Back: Y

NOTES:

Change Reason:

INSERTION:

Product: THI Paper: TH Class: 999X; LEGAL BILLING

Schedule: Start Date - 10/29/2005 End Date - 10/29/2005

Sort:

PRODUCTION:

Text Size: 0 x 0.00 ProdType: ENTERPRISE ColorNo: 0 Colors:

Tearsheets: 1 Proofs: 0 Affidavits: 1 Alt Addr: N

PRICING:

Price: 0.00 Payment Method: BI Amount Paid: 0 Amount Owed: 0

PriceMethod: 0 (0=Normal, 1=User Net, 2=System Gross) Rate Code: LEL

For fields listed below 0 = NO 1 = YES

Tell Forbid: 0 Multi. Content: 0

VOUCHER

(CLAIMANT -- DO NOT
WRITE IN THIS AREA)

VOUCHER
NUMBER

DATE VOUCHER RECEIVED

DEPARTMENT

CLAIMANT'S
NAME
AND
ADDRESS

TIMES HERALD-RECORD

P.O. Box 2046, 40 Mulberry Street
Middletown, New York 10940-6357

FUND - APPROPRIATION

AMOUNT

TOTAL

ENTERED ON ABSTRACT NO.

DETAILED INVOICES MAY BE ATTACHED AND TOTAL ENTERED ON THIS VOUCHER.
CERTIFICATION BELOW MUST BE SIGNED.

TERMS

PURCHASE
ORDER NO.

DATE	VENDOR'S INVOICE NO.	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
10/29/05			<p>Legal Notice (s)</p> <p><i>Ad # 1811463</i></p> <p>Fed. No. 14-1513238</p> <p>(SEE INSTRUCTIONS ON REVERSE SIDE)</p>		48.22
				TOTAL	48.22

Patricia Foddrill

CLAIMANT'S CERTIFICATION

I, Patricia Foddrill, certify that the above account in the amount of \$ 48.22 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

10/29/05

DATE

Patricia Foddrill

SIGNATURE

Legal Sales Representative

TITLE

(SPACE BELOW FOR MUNICIPAL USE)

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

DATE

AUTHORIZED OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

DATE

AUDITING BOARD

TIMES HERALD-RECORD

40 Mulberry Street, Middletown, NY 10940

State of New York:

County of Orange: ss:

Patricia Foddrill

Being duly sworn deposes and says that the ORANGE COUNTY PUBLICATIONS Division of Ottaway Newspapers-Radio, Inc. is a corporation organized under the laws of the State of New York and is, at all the times hereinafter mentioned, was the printer and publisher of The Times Herald-Record, a daily newspaper distributed in the Orange, Ulster, Rockland, Dutchess, Pike, PA, Delaware and Sullivan Counties, published in the English language in the City of Middletown, County of Orange, State of New York, that deponent is the

Legal Advertising Rep.

of said The Times Herald-Record acquainted with the facts hereinafter stated, and duly authorized by said Corporation to make this affidavit; that the

Public Notice

a true printed copy of which is hereunto annexed, has been duly and regularly published in the manner required by law in said The Times Herald-Record in each of its issues published upon each of the following dates, to wit: In its issues of

10/29/05

Signature of Representative:

Patricia Foddrill

Sworn in before me this

Day of

Nov.

2005

Gretchen Pina Breedy

Notary Public, Orange County

GRETCHEN PINA BREEDY
NOTARY PUBLIC FOR THE STATE
OF NEW YORK, ORANGE COUNTY
CATH / SIGNATURE IS ON FILE
NOTARY EXPIRES 11/29/2005



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4631
Fax: (845) 563-3101

Assessors Office

October 27, 2005

Harry Toromanides
322 Burroughs Lane
New Windsor, NY 12553

Re: 18-3-19 ZBA#: 05-65 (80)

Dear Mr. Toromanides:

According to our records, the attached list of property owners are within five hundred (500) feet of the above referenced property.

The charge for this service is \$95.00, minus your deposit of \$25.00.

Please remit the balance of \$70.00 to the Town Clerk's Office.

Sincerely,

J. Todd Wile, IAO
Sole Assessor

JTW/tmp
Attachments

CC: Myra Mason, Zoning Board

18-2-3
Vincent & Priscilla Pallazzo
23 Walnut Street
New Windsor, NY 12553

18-2-6
Jose & Felicita Figueroa
17 Walnut Avenue
New Windsor, NY 12553

18-2-9
John D'Angelo, II
11 Walnut Street
New Windsor, NY 12553

18-2-12
Thomas Jannotti
102 Cedar Avenue
New Windsor, NY 12553

18-2-15
Charles & Melissa Broe
108 Cedar Avenue
New Windsor, NY 12553

18-2-20
Donald Fanning
Catherine & James Fanning
10 Locust Avenue
New Windsor, NY 12553

18-2-26
Gordon & Barbara Ray
18 Locust Avenue
New Windsor, NY 12553

18-3-2
Betty Jean Earley
23 Locust Avenue
New Windsor, NY 12553

18-3-5
John & Marilyn Mellon
17 Locust Avenue
New Windsor, NY 12553

18-3-8
Matthew & Amy Beekley
11 Locust Avenue
New Windsor, NY 12553

18-2-4
Joseph & Ann Chernek
21 Walnut Street
New Windsor, NY 12553

18-2-7
Kenneth & Vivian Milczarski
15 Walnut Street
New Windsor, NY 12553

18-2-10
Shawn & Allison McGrath
9 Walnut Street
New Windsor, NY 12553

18-2-13
Joseph & Susan Dabroski
104 Cedar Avenue
New Windsor, NY 12553

18-2-18.1
Sarah Lucas
6 Locust Avenue
New Windsor, NY 12553

18-2-22
David & Denise Wolfe
12 Locust Avenue
New Windsor, NY 12553

18-2-27 & 18-2-28
Christopher & Frances Welsh
22 Locust Avenue
New Windsor, NY 12553

18-3-3
Nicholas & Helen Ruscitti
21 Locust Avenue
New Windsor, NY 12553

18-3-6
Thomas & Mary Ann Cimorelli
15 Locust Avenue
New Windsor, NY 12553

18-3-10
Floyd & Margaret Farbent
9 Locust Avenue
New Windsor, NY 12553

18-2-5
James & Susan Stankiewicz
c/o U.S. Dept of HUD, HFFPA
ATT: Sec-held notes / Room 6240
P.O. Box 44813
Washington, DC 44813

18-2-8
Leonard & Virginia Golino
13 Walnut Avenue
New Windsor, NY 12553

18-2-11
John & Irene Clark
5 Walnut Avenue
New Windsor, NY 12553

18-2-14
Eric Czarnecki
106 Cedar Avenue
New Windsor, NY 12553

18-2-19
Robert & Richard Rodgers
8 Locust Avenue
New Windsor, NY 12553

18-2-24
Ronald & Cheryl Herbert
16 Locust Avenue
New Windsor, NY 12553

18-3-1 & 27
John DeVaney, Jr.
Maria DeCapite
24 Hickory Avenue
New Windsor, NY 12553

18-3-4
William Daley
19 Locust Avenue
New Windsor, NY 12553

18-3-7
William Farrenkopf
13 Locust Avenue
New Windsor, NY 12553

18-3-11
Margaret Del Pup
c/o Jean Bell & John Del Pup
14 Pommel Drive
New Windsor, NY 12553

18-3-12
Anthony Gillmeier
P.O. Box 565
Cornwall, NY 12518

18-3-15 & 16
Ruth Cherry
118 Cedar Avenue
New Windsor, NY 12553

18-3-21
Anthony Demarco, Ann Marie
Demarco & Mary Lou Dooley
12 Hickory Avenue
New Windsor, NY 12553

18-3-24
Martha Mylonas
18 Hickory Avenue
New Windsor, NY 12553

19-4-77
St. Francis Church
145 Benkard Avenue
Newburgh, NY 12550

19-4-88
Mary Silvangni
129 Cedar Avenue
New Windsor, NY 12553

19-4-92
Glen Marshall
121 Cedar Avenue
New Windsor, NY 12553

19-4-97
Daniel & Nancy Spreer
115 Cedar Avenue
New Windsor, NY 12553

19-4-100
Giovanni Forte
31 Willow Parkway
New Windsor, NY 12553

21-3-2
John Holmes
19 Hickory Avenue
New Windsor, NY 12553

18-3-13
Buddy Joe & Wilma Edwards
114 Cedar Avenue
New Windsor, NY 12553

18-3-17
Anna & Sally Ann Thompson
6 Hickory Avenue
New Windsor, NY 12553

18-3-22
Edward Dematteis
14 Hickory Avenue
New Windsor, NY 12553

18-3-25
Julia Dayton
c/o Julia Araiza
20 Hickory Avenue
New Windsor, NY 12553

19-4-86
Lewis & Katherine Seymour
131 Cedar Avenue
New Windsor, NY 12553

19-4-89
Henry & Rosemary Ellingsen
125 Cedar Avenue
New Windsor, NY 12553

19-4-94
Cosimo Randazzo
119 Cedar Avenue
New Windsor, NY 12553

19-4-98
Donald Starkey
Linda Lawrance
113 Cedar Avenue
New Windsor, NY 12553

19-4-101
Scott & Tracy McCormick
103 Cedar Avenue
New Windsor, NY 12553

21-3-3
Susan Ann Carter
17 Hickory Avenue
New Windsor, NY 12553

18-3-14
Dana Tripodo
116 Cedar Avenue
New Windsor, NY 12553

18-3-18
Jonathan & Eileen Stein
8 Hickory Avenue
New Windsor, NY 12553

18-3-23
Joseph & Donna Hall
16 Hickory Avenue
New Windsor, NY 12553

18-3-26
Terrance Berean
22 Hickory Avenue
New Windsor, NY 12553

19-4-87
James & Mary Silvagni
129 Cedar Avenue
New Windsor, NY 12553

19-4-90
Nephtali & Magdeline Hernandez
123 Cedar Avenue
New Windsor, NY 12553

19-4-95 & 96
Donalda & Charles New
239 Hillsdale Drive
Clayton, NC 27527

19-4-99
Karen O'Dell
Kristian Orr
111 Cedar Avenue
New Windsor, NY 12553

21-3-1
Joseph & Josephine Beltempo
74 Judson Road
Montgomery, NY 12549

21-3-5
Helen Tucker
13 Hickory Avenue
New Windsor, NY 12553

21-3-6 & 7

Hamin & Melody Rashada
11 Hickory Avenue
New Windsor, NY 12553

21-3-10

Donald & Chin Quicksell
122 Cedar Avenue
New Windsor, NY 12553

21-3-13

Junghee Lee
Min Hwang
78 Vails Gate Heights Drive
New Windsor, NY 12553

21-3-16.1

Glenn & Kathy Anderson
16 Woodlawn Avenue
New Windsor, NY 12553

21-3-17.2

Jo-Ann Romanik
18 Woodlawn Avenue
New Windsor, NY 12553

21-4-3

Frances & John Fasano, Jr.
11 Woodlawn Avenue
New Windsor, NY 12553

21-4-6

Kevin & Valerie Morrison
5 Woodlawn Avenue
New Windsor, NY 12553

21-3-8

Kim & Kevin McDonnell, Sr.
9 Hickory Avenue
New Windsor, NY 12553

21-3-11

Richard & Jeannette Voellmann
124 Cedar Avenue
New Windsor, NY 12553

21-3-14

Veronica & Richard Casnocha
8 Woodlawn Avenue
New Windsor, NY 12553

21-3-16.2

Bonnie Alfidi
14 Woodlawn Avenue
New Windsor, NY 12553

21-4-1

James & Margaret Britney
15 Woodlawn Avenue
New Windsor, NY 12553

21-4-4

Stephanie Martinez
James Nunez
9 Woodlawn Avenue
New Windsor, NY 12553

21-4-7

Carrol Piatt
170 Union Avenue
New Windsor, NY 12553

21-3-9

Mary Mussari
5 Hickory Avenue
New Windsor, NY 12553

21-3-12.1

Patrick Cusack
124 Cedar Avenue
New Windsor, NY 12553

21-3-15

Carol Cotton
Helen Leary
12 Woodlawn Avenue
New Windsor, NY 12553

21-3-17.1

Wayne Porter
219 MacArthur Avenue
New Windsor, NY 12553

21-4-2

Martin Smith
Marianne Greene
13 Woodlawn Avenue
New Windsor, NY 12553

21-4-5

Sandor & Christine Helfgott
7 Woodlawn Avenue
New Windsor, NY 12553



RESULTS OF Z.B.A. MEETING OF: October 24, 2005

PROJECT: Harry Towns ZBA # 05-65
P.B.# _____

P.B.# _____

USE VARIANCE: NEED: EAF _____ PROXY

LEAD AGENCY: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LOCEY _____
BROWN _____
MCDONALD _____
REIS _____
KANE _____

CARRIED: Y _____ N _____

PUBLIC HEARING: M)_____ S)_____ VOTE: A_____ N_____

GANN _____
LOCEY _____
BROWN _____
MCDONALD _____
REIS _____
KANE _____

CARRIED: Y _____ N _____

NEGATIVE DEC: M) _____ S) _____ **VOTE:** A _____ N _____

GANN _____
 LOCEY _____
 BROWN _____
 MCDONALD _____ CARRIED: Y _____ N _____
 REIS _____
 KANE _____

APPROVED: M)____S)____ VOTE: A____N____

GANN _____
LOCEY _____
BROWN _____
MCDONALD _____ CARRIED: Y _____ N _____
REIS _____
KANE _____

ALL VARIANCES - PRELIMINARY APPEARANCE:

SCHEDULE PUBLIC HEARING: M) L S) B VOTE: A 5 NO

GANN	A
LOCEY	A
BROWN	A
MCDONALD	
REIS	A
KANE	A

CARRIED: Y_____ N_____

PUBLIC HEARING: STATEMENT OF MAILING READ INTO MINUTES

VARIANCE APPROVED: M)___ S)___ VOTE: A ___ N ___.

GANN
LOCEY
BROWN
MC DONALD
REIS
KANE

CARRIED: Y_____N_____.

[illegible]

TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS

RECEIPT OF ESCROW RECEIVED:

DATE RECEIVED: 10-18-05

FOR: ESCROW 05-65

FROM:

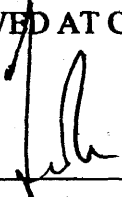
Harry Toromanides
322 Burroughs Lane
New Windsor, NY 12553

CHECK NUMBER: 140

TELEPHONE: 926-7777

AMOUNT: 300.00

RECEIVED AT COMPTROLLER'S OFFICE BY:



NAME

10/19/05

DATE

PLEASE RETURN ONE SIGNED COPY TO MYRA FOR FILING

THANK YOU

**Town of New Windsor
555 Union Avenue
New Windsor, NY 12553
(845) 563-4611**

**RECEIPT
#995-2005**

10/19/2005

Toromanides, Harry

Received \$ 50.00 for Zoning Board Fees, on 10/19/2005. Thank you for stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green
Town Clerk

ZBA #05-66 application fee

TOWN OF NEW WINDSOR

REQUEST FOR NOTIFICATION LIST

DATE: 10-18-05 PROJECT NUMBER: ZBA# 05-65 P.B. # _____

APPLICANT NAME: HARRY TOROMANIDES

PERSON TO NOTIFY TO PICK UP LIST:

Harry Toromanides
322 Burroughs Lane
New Windsor, NY 12553

TELEPHONE: 926-7777

TAX MAP NUMBER:	SEC. <u>18</u>	BLOCK <u>3</u>	LOT <u>19</u>
	SEC. _____	BLOCK _____	LOT _____
	SEC. _____	B LOCK _____	LOT _____

PROPERTY LOCATION: 10 HICKORY AVENUE
NEW WINDSOR, NY

THIS LIST IS BEING REQUESTED BY:

NEW WINDSOR PLANNING BOARD: _____

SITE PLAN OR SUBDIVISION: (ABUTTING AND ACROSS ANY STREET) _____

SPECIAL PERMIT ONLY: (ANYONE WITHIN 500 FEET) _____

AGRICULTURAL DISTRICT:
 (ANYONE WITHIN THE AG DISTRICT WHICH IS WITHIN 500'
 OF SITE PLAN OR SUBDIVISION PROJECT) _____

❖ ❖

NEW WINDSOR ZONING BOARD XXX

LIST WILL CONSIST OF ALL PROPERTY WITHIN 500 FEET OF PROJECT XXX

❖ ❖

AMOUNT OF DEPOSIT: 25.00 CHECK NUMBER: 142

TOTAL CHARGES: _____



Town of New Windsor

**555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4615
Fax: (845) 563-4689**

ZONING BOARD OF APPEALS

October 18, 2005

**Harry Toromanides
322 Burroughs Lane
New Windsor, NY 12553**

SUBJECT: REQUEST FOR VARIANCE #05-65

Dear Mr. Toromanides:

This letter is to inform you that you have been placed on the October 24, 2005 agenda for the Zoning Board of Appeals to discuss your request for a variance at:

**10 Hickory Avenue
New Windsor, NY**

This meeting starts at 7:30 p.m. and is held in the Town Meeting Room at Town Hall. If you have a problem with this time and/or date, please contact me at the above number and we will reschedule your appearance. If you have any further questions, please feel free to contact me.

Very truly yours,

**Myra Mason, Secretary
Zoning Board of Appeals**

MLM:mlm



TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS



APPLICATION FOR VARIANCE

9-7-05
Date

Application Type: Use Variance ☐ Area Variance ☐
Sign Variance ☐ Interpretation ☐

I. Owner Information:

Phone Number: (845) 926-7777
Fax Number: ()
HARRY TOROMANIDES
(Name)
322 Burroughs Lane
(Address)

II. Applicant:

Phone Number: (845) 926-7777
Fax Number: ()
HARRY TOROMANIDES
(Name)
322 Burroughs Lane
(Address)

III. Forwarding Address, if any, for return of escrow:

Phone Number: ()
Fax Number: ()
(Name)
(Address)

IV. Contractor/Engineer/Architect/Surveyor/:

Phone Number (845) 454-3411
Fax Number: ()
Joe Luna c/o Morris Associates
(Name)
9 Elks Lane Poughkeepsie
(Address)

V. Property Information:

Zone: R-4 Property Address in Question: 10 Hickory Ave
Lot Size: 100 X 150 Tax Map Number: Section 18 Block 5 Lot 19
a. What other zones lie within 500 feet?
b. Is pending sale or lease subject to ZBA approval of this Application? NO
c. When was property purchased by present owner?
d. Has property been subdivided previously? NO If so, When:
e. Has an Order to Remedy Violation been issued against the property by the
Building/Zoning/Fire Inspector? NO
f. Is there any outside storage at the property now or is any proposed?

****PLEASE NOTE:*****

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

COMPLETE THIS PAGE ☐

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**

APPLICATION FOR VARIANCE - continued

VIII. AREA VARIANCE: (This information will be on your Building Department Denial form you receive)

Area Variance requested from New Windsor Zoning Local Law,

	<u>Requirements</u>	<u>Proposed or Available</u>	<u>Variance Request</u>
Min. Lot Area			
Min. Lot Width			
Reqd. Front Yd.	45'	32' 6"	12' 6"
Reqd. Side Yd.			
Reqd. Rear Yd.			
Reqd. St Front*			
Max. Bldg. Hgt.			
Min. Floor Area*			
Dev. Coverage*			
Floor Area Ration**			
Parking Area			

*Residential Districts Only

**Non-Residential Districts Only

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

COMPLETE THIS PAGE ☐

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**

APPLICATION FOR VARIANCE - continued

- IX. In making its determination, the ZBA shall take into consideration, among other aspects, the benefit to the applicant if the variance is granted as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. Also, whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance; (2) whether the benefit sought by the applicant can be achieved by some other method feasible for the applicant to pursue other than an area variance; (3) whether the requested area variance is substantial; (4) whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and (5) whether the alleged difficulty was self-created.

After reading the above paragraph, please describe why you believe the ZBA should grant your application for an Area Variance:

As homeowners of a small home we will try to maximize the usable square footage of the house and that is why we are asking for the variance. Also the overhang will help keep the front door ~~dry~~ area dry. You can see from the pictures that both neighbors to the right and left are closer to the road than we are and will still be so after the proposed variance. This difficulty is not self-created and unfortunately there is no other feasible method to achieve our desired goals. Our plan is to remodel this home for ourselves to live in and bring it to the wonderful standards set by our neighbors.

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

XII. ADDITIONAL COMMENTS:

- (a) Describe any conditions or safeguards you offer to ensure that the quality of the zone and neighboring zones is maintained or upgraded and that the intent and spirit of the New Windsor Zoning Local Law is fostered. (Trees, landscaped, curbs, lighting, paving, fencing, screening, sign limitations, utilities, drainage.)
-
-

XIII. ATTACHMENTS REQUIRED:

- ☐ Copy of contract of sale, lease or franchise agreement. Copy of deed and title policy.
- ☐ Copy of site plan or survey (if available) showing the size and location of the lot, buildings, facilities, utilities, access drives, parking areas, trees, landscaping, fencing, screening, signs, curbs, paving and streets within 200 ft. of the lot in question.
- ☐ Copies of signs with dimensions and location.
- ☐ Three checks: (each payable to the TOWN OF NEW WINDSOR)
- ☐ One in the amount of \$ 300.00 or 500.00 (escrow)
- ☐ One in the amount of \$ 50.00 or 150.00 (application fee)
- ☐ One in the amount of \$ 25.00 (Public Hearing List Deposit)

- ☐ Photographs of existing premises (5 or 6) from several angles. (IF SUBMITTING DIGITAL PHOTOS PRINTED FROM COMPUTER – PLEASE SUBMIT FOUR (4) SETS OF THE PHOTOS.)

XIV. AFFIDAVIT.

STATE OF NEW YORK)

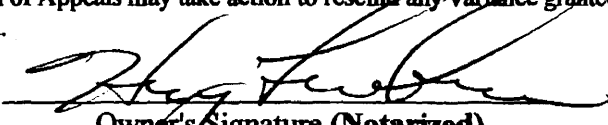
) SS.:

COUNTY OF ORANGE)

The undersigned applicant, being duly sworn, deposes and states that the information, statements and representations contained in this application are true and accurate to the best of his/her knowledge or to the best of his/her information and belief. The applicant further understands and agrees that the Zoning Board of Appeals may take action to rescind any variance granted if the conditions or situation presented herein are materially changed.

Sworn to before me this:

28 day of Sept. 2005


Owner's Signature (Notarized)

Harry Toromanides
Owner's Name (Please Print)

JENNIFER MEAD

Notary Public, State Of New York

No. 01ME6050024

Qualified In Orange County

Commission Expires 10/30/2006


Signature and Stamp of Notary

LA 840-102-101 exp. 10-15-11
Applicant's Signature (If not Owner)

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

COMPLETE THIS PAGE ☐



TOWN OF NEW WINDSOR

555 UNION AVENUE
NEW WINDSOR, NY 12553
(845) 563-4615 (MYRA MASON)



ZONING BOARD PROCEDURES

PLEASE READ AND COMPLETE THE ATTACHED APPLICATION FORMS WHERE IT APPLIES TO YOUR SITUATION (LOOK FOR HIGHLIGHT IN BOX IN LOWER RIGHT CORNER OF EACH PAGE) AND RETURN TO MYRA MASON (845-563-4615) AT THE ZONING BOARD OFFICE (LOCATED IN THE PLANNING BOARD & ENGINEERING OFFICE IN TOWN HALL) WITH THREE CHECKS MADE PAYABLE TO "THE TOWN OF NEW WINDSOR" AS FOLLOWS:

RESIDENTIAL: (Three Separate Checks Please)

APPLICATION FEE:

\$ 50.00

*ESCROW:

\$300.00

**DEPOSIT FOR PUBLIC HEARING LIST:

\$ 25.00

MULTI-FAMILY: (Three Separate Checks Please)

APPLICATION FEE:

\$150.00

*ESCROW:

\$500.00

**DEPOSIT FOR PUBLIC HEARING LIST:

\$ 25.00

COMMERCIAL: (Three Separate Checks Please)

APPLICATION FEE:

\$150.00

*ESCROW:

\$500.00

**DEPOSIT FOR PUBLIC HEARING LIST:

\$ 25.00

INTERPRETATION: (Three Separate Checks Please)

APPLICATION FEE:

\$150.00

*ESCROW:

\$500.00

**DEPOSIT FOR PUBLIC HEARING LIST:

\$ 25.00

UPON RECEIPT OF ALL APPLICABLE PAPERWORK AND CHECKS, YOU WILL BE SCHEDULED FOR THE NEXT AVAILABLE AGENDA FOR YOUR "PRELIMINARY MEETING". YOU DO NOT NEED YOUR PUBLIC HEARING LIST OR ENVELOPES FOR THIS FIRST MEETING.

*

ESCROW

IS TO COVER OUTSIDE PROFESSIONAL FEES SUCH AS ZBA ATTORNEY FEE, MINUTES OF YOUR PORTION OF THE MEETING, LEGAL ADS, ETC. THE BALANCE WILL BE RETURNED TO YOU UPON CLOSING FILE.

**

LIST OF PROPERTY OWNERS
WITHIN 500 FT. RADIUS OF
PROPERTY IN QUESTION:

APPROXIMATE COST FOR
PUBLIC HEARING LIST:

1-10 NAMES	25.00
11-20 NAMES	35.00
21-30 NAMES	45.00
31-40 NAMES	55.00
41-50 NAMES	65.00
51-60 NAMES	75.00
61-70 NAMES	85.00
71-80 NAMES	95.00
81-90 NAMES	105.00
91-100 NAMES	115.00

ANYTHING OVER 100 NAMES
IS \$1.00 EA. ADDITIONAL
NAME

PUBLIC HEARING LIST OF PROPERTY OWNERS

1. UPON RECEIPT OF ALL APPLICABLE CHECKS AND PAPERWORK, YOUR APPLICATION WILL BE PROCESSED AND YOUR \$25.00 DEPOSIT WILL BE SENT TO THE ASSESSOR'S OFFICE TO ORDER YOUR LIST OF PROPERTY OWNERS WITHIN 500 FEET. **(NOTE: YOU DO NOT NEED THIS LIST OR THE ENVELOPES FOR YOUR FIRST (PRELIMINARY) MEETING. Please do not call the Assessor's Office looking for your list - they will contact you when it is ready or if necessary, call Myra at 845-563-4615.**
2. WHEN THE ASSESSOR'S OFFICE NOTIFIES YOU THAT YOUR PUBLIC HEARING LIST IS READY, YOU MUST COME IN AND PAY THE BALANCE DUE FOR THE LIST. (THE LIST WILL BE PREPARED ON LABELS FOR YOUR CONVENIENCE).
3. PREPARE AN ENVELOPE (self-sealing envelopes are much appreciated) FOR EACH LABEL WITH YOUR RETURN ADDRESS AND A REGULAR \$.37 STAMP. **BRING THE PREPARED ENVELOPES AND A COPY OF THE LIST TO THE ZONING BOARD SECRETARY FOR MAILING.** YOUR PUBLIC HEARING DATE WILL BE SCHEDULED AT THIS TIME.

NOTE:

IF IT IS EASIER FOR YOU, YOU CAN BRING THE ENVELOPES WITH YOU WHEN YOU PICK UP AND PAY FOR YOUR LIST. YOU CAN PUT THE LABELS ON AT THAT TIME AND BRING THEM TO THE ZBA OFFICE FOR COMPLETION.

NOTE:

THE ZBA MEETS ON THE 2ND AND 4TH MONDAY OF EACH MONTH UNLESS A HOLIDAY FALLS ON THAT DATE.